

Baraboo Community Development Authority
Minutes of the Annual Meeting
Tuesday December 3, 2019

The meeting was called to order by Chairperson Wastlund at 7:00 p.m. in the Community Room, Donahue Terrace Apartments, 227 First Ave., Baraboo, WI 53913

I/II. Call to Order/Roll Call

Present: Wastlund, Fordham, Koehler, Bobholz, Kierzek, Petty, Skare
Absent: None
Staff: Patrick Cannon

III. Note of Compliance with Open Meeting Laws

The Chair noted that the agenda was posted in compliance with the Wisconsin State Statutes.

IV. Approval of Agenda

A motion was made to approve the agenda as presented.

Bobholz (1); Petty (2)
Aye: All via voice vote
Nay: None

V. Approval of Minutes

A motion was made to approve the meeting minutes for November 5, 2019 as presented.

Bobholz (1); Fordham (2)
Aye: All via voice vote
Nay: None

VI. Announcement of Public Events

No events were noted

VII. Public Comment

A Donahue Terrace residents wanted additional information on the proposed laundry room remodeling and information on when a resident is required to move their vehicle during a snow removal operation.

VIII. Receipt of Financial Statements and Approval of Vouchers

- a. **October 1, 2019 to October 31, 2019 Vouchers**
- b. **Financial Statements - October, 2019**
- c. **Vacancy Report**
- d. **Outstanding Loan Report**
- e. **Bank Balances**

A motion was made to approve the vouchers from November 1, 2019 to November 29, 2019 as presented.

Bobholz (1); Petty (2)
Aye: All via voice vote
Nay: None

IX. Executive Report

The report was included in the packet.

X. Committee Reports

A. BEDC

Did not meet in November.

B. Executive Committee

The Committee met regarding the Façade Loan manual and began a review of the ACOP manual.

C. Finance

Did not meet in November.

D. Loan Review Committee

Did not meet in November.

XI. Old Business

1. Update on CDA Projects

i. Web Site

No action has been taken.

ii. Public Hearing

1. 2020 Proposed CDA Budgets

As required the CDA held a Public Hearing regarding the proposed 2020 CDA budgets.

The Public Hearing was opened at 7:34 PM

The Public Hearing was closed at 7:35 PM

No one wished to speak

2. Approval of 2020 CDA Budgets

Upon conclusion of the Public Hearing, a motion was made to authorize the Chairperson to sign the Approving Resolution regarding the 2020 CDA Budgets.

Motion: To approve the 2020 CDA Budgets and authorize the Chairperson to sign the Approving Resolution.

Fordham (1); Skare (2)

Aye: All via voice vote

Nay: None

XII. New Business

1. Consideration and discussion of proposed Changes to Façade Improvement Program.

The Executive Committee met earlier in the evening and reviewed the proposed changes in the manual. Since all changes were minor and intended to clarify the policy, no action was taken by the Board.

2. Election of 2020 CDA Officers

- a. Chairperson**
- b. Vice Chairperson**
- c. Treasurer**

It was reported that the current officers had agreed individually to seek another term. Therefore, a motion was made to nominate the following as the 2020 Officers

Chairperson	Carolyn Wastlund
Vice Chairperson	Joan Fordham
Treasurer	Stuart Koehler

Motion: To elect the following members as the 2020 CDA officers

Chairperson	Carolyn Wastlund
Vice Chairperson	Joan Fordham
Treasurer	Stuart Koehler

Petty (1); Skare (2)

Aye: All via voice vote

Nay: None

XIII. Board Member Comments

None

XIV. Public Comment

None

XV. Adjournment

Motion:

To adjourn the meeting at 7:42 pm

Petty (1); Skare (2)

Aye: All via voice vote

Nay: None

Minutes were approved by the Community Development Authority on:

Carolyn Wastlund, Chairperson

Patrick Cannon, Recorder